



**CITY OF AUBURN  
PUBLIC WORKS COMMITTEE**

**October 19, 2009**

**DRAFT MINUTES**

**I. CALL TO ORDER**

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Conference Room 3, located on the second floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, Assistant City Engineer Ingrid Gaub, Utilities Engineer Dan Repp, Engineering Aide Amber Mund, Project Engineer Jacob Sweeting, Transportation Planner Tiffin Goodman, Transportation Planner/Grants Manager Chris Hankins, Senior Planner Chris Andersen, Brian Winslow from The Boeing Company, Citizen Wayne Osborne, and Department Secretary Jennifer Rigsby.

**II. CONSENT AGENDA**

**A. APPROVAL OF MINUTES**

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, October 5, 2009.

Motion carried 3-0.

**III. ISSUES**

**A. ORDINANCE NO. 6265 AMENDING CHAPTER 13.40 AND SECTION 12.04.050 OF THE AUBURN CITY CODE RELATING TO FACILITY EXTENSIONS**

Assistant City Engineer Gaub provided a brief background on Ordinance No. 6265. Gaub explained the ordinance is related to the Public Facility Extension (FAC) process to accommodate changes that have been made to Title 17 in the code update project. The changes proposed are to incorporate transportation facilities into the language that already existing for utilities related to the required FAC process.

Chairman Wagner asked if it is clear that Ordinance No. 6265 does not relieve developers of the half-street requirements. Gaub answered the half-street requirements are covered in Section 12.64A of the Auburn City Code which dictates when improvements are required. Section 13.40 provides how the required improvements are to be accomplished. Chairman Wagner and Assistant City Engineer Gaub discussed the late-comers agreement portion of the current code and how it applies to utilities, specifically water, storm, and sanitary sewer, and is not designated transportation. Gaub said the utilities payback process is different under State law than the transportation payback process. The payback process for transportation improvements has not been included in this code at this time.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve and adopt Ordinance No. 6265.

Motion carried 3-0.

**B. RESOLUTION NO. 4527 AUTHORIZING THE GRANTING OF AN EASEMENT FOR CONSTRUCTION AND PERMANENT OCCUPATION OF THE CITY RIGHT OF WAY IN CONNECTION WITH THE AUBURN REGIONAL MEDICAL CENTER PARKING GARAGE PROJECT**

Chairman Wagner asked for further clarification regarding the easement. Engineering Aide Mund explained the Auburn Regional Medical Center Parking Garage has a 3 inch encroachment of their foundation drain running on the north side of 1<sup>st</sup> Street NW in to the Right-of-Way, but will not cause any conflicts with the City's use of the right-of-way or present any hazards.

Chairman Wagner asked if mitigation language should be included in case the drain is abandoned. Assistant City Engineer Gaub responded the drain is underground and if it were to be abandoned there would be no impact to the Right-of-Way.

Assistant City Engineer Gaub answered questions asked by Vice-Chair Cerino regarding negation of the easement in the instance the drain is not installed.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee recommend Council approve Resolution No. 4527.

Motion carried 3-0.

**IV. DISCUSSION AND INFORMATION**

**A. RESOLUTION NO. 4535 EXTENDING THE MORATORIUM CREATED AND ESTABLISHED BY RESOLUTION NO. 4416, AS AMENDED BY RESOLUTIONS 4442 AND 4476, RELATED TO THE FILING, RECEIPT, AND APPROVAL OF APPLICATIONS FOR DEVELOPMENT WITHIN AREAS OF THE CITY LOCATED WITHIN, IN WHOLE OR IN PART, FLOODPLAINS AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION\***

Senior Planner Andersen spoke to the Committee about the continuing moratorium on flood plain development. Andersen said on November 17, 2008, the City established a moratorium on development in the floodplain, in response to the finding by the National Marine Fisheries Services (NMFS) that administration of the National Flood Insurance Program jeopardizes endangered species.

Andersen reported the City has been involved in a number of actions since the establishment of the moratorium, the most recent of which, is working with FEMA and NMFS on a model ordinance for use in establishing regulation that is necessary to protect critical habitat and endangered species. Resolution No. 4535 will extend the moratorium an additional six months, allowing time to complete the model ordinance.

The Committee and staff discussed whether or not the resolution specifically stated that FEMA and NMFS are the lead organizations in this process. Senior Planner Andersen said the resolution does indicate staff is responding to direction and communications from FEMA.

Chairman Wagner requested copies of the existing moratorium language because several changes had been made to the moratorium. Andersen stated subsequent resolution did remove certain types of developments from the moratorium.

Member Singer asked how long it will take staff to incorporate the model ordinance into City code. Andersen said approximately two months. Mayor Lewis stated the ordinance would be incorporated as soon as possible.

The Committee conceded that the resolution should move forward to Council.

#### **B. M STREET SE GRADE SEPARATION UPDATE – COMMUNITY MEETING PREVIEW**

Project Engineer Sweeting stated there is a Public Meeting scheduled for October 28<sup>th</sup> to brief the citizens on the project's status. Sweeting reported to the Committee that 30% plans have been developed for the grade separation; however, the bypass road is still on hold. The City is continuing to move forward with applying for grant funding for the grade separation project. Sweeting stated staff received notice that the project will be awarded an appropriation from Representative Dave Reichert's office in the amount of \$750,000.00. Member Singer asked how much of the project is funded. Sweeting answered about half is currently funded and staff recently completed a TIGER grant application along with several other agencies that, if received, will bridge the funding gap.

Chairman Wagner asked if the public will be notified that the bypass road is delayed. Sweeting answered they would. Sweeting explained there is no schedule for the bypass road, the Black Diamond Crossing, or the R Street extension because staff is waiting to find out more about the design of the State's SR164 bypass project. The State's project will likely impact the design of the proposed bypass road project. Chairman Wagner asked if the bypass road is still included in the Transportation Improvement Program (TIP). Transportation Planner Hankins answered the project is included in the TIP and Sweeting said the overall project is a phased design approach.

The Committee and Project Engineer Sweeting discussed the grade separation design. Chairman Wagner asked what the width of the bicycle lanes will be. Sweeting answered 6 feet. Sweeting answered questions asked by Vice-Chair Cerino regarding the grading of the roadway.

Project Engineer Sweeting discussed the information that will be available at the Public Meeting. Sweeting said a summary of the project and a basic project schedule will be presented but that the actual project schedule is still dependant on receiving the final funding needed.

Project Engineer Sweeting answered questions asked by Chairman Wagner regarding how the storm flows in the area will be directed.

Member Singer spoke about an organization that is looking for local support for railroad projects and the possibility of receiving assistance with mitigation.

Sweeting discussed the potential road closures that may occur during the project construction. Mayor Lewis asked that the timing of road closures and the project schedule be made very clear at the Public Meeting. The Public Meeting is being held at Grace Community Church, in the Fireside Room, starting at 6 p.m.

The Committee and Mayor discussed the Stampede Pass railway project.

**C. COMPREHENSIVE TRANSPORTATION PLAN – PUBLIC OUTREACH**

Transportation Planner Goodman presented the draft Comprehensive Transportation Plan, which is currently out for public comment. The Plan has been reviewed by the Planning Commission, which suggested a few minor map changes. The Planning Commission has recommended Council approve the plan. Goodman stated the Public Outreach Summary has been included in the Committee memo, as well as comment letters from a resident and the Muckleshoot Indian Tribe and staff response. Map corrections have also been identified by staff and the Transportation, Transit, and Trails Committee. Staff recommendations for modifications to the plan are also included for Committee review.

Goodman reported staff has been soliciting input from avid cyclists in the City on Figure 3-4, the Bicycle Route map but has not received a strong response. Staff offered to schedule a tour of the City's bicycle routes. Member Singer offered to provide staff with additional cyclists to contact for comments. Member Singer suggested providing cyclists with a list of routes to review or possibly contact a volunteer to lead a tour on a weekend.

The Committee began review on the draft Plan.

Page 1-8, Table 1-1, Transportation Improvements Completed Since 2000: Chairman Wagner suggested including the projects completed through the Save Our Streets (SOS) and Pavement Preservation programs in the table to better represent the improvements that have been completed in a paragraph following the table. Member Singer pointed out page 1-7 refers to "the past five years" and the table actually represents almost nine years of projects.

Page 1-6, Muckleshoot Indian Tribe: Member Singer asked if the Muckleshoot Indian Tribe had approved their Comprehensive Plan and Transportation Plan. Mayor Lewis answered their plans are still drafts. Member Singer asked that the word "must" be removed from the sentence, "The City and tribe must coordinate..." Mayor Lewis and the Committee agreed.

Page 2-2, Table 2-1, Streets with Notable Changes Since Adoption of 2005 Roadway Functional Classification System: The Committee and staff verified the location of the segments on 55<sup>th</sup> Avenue S, 56<sup>th</sup> Avenue S, and S 300<sup>th</sup> Street on Figure 2-1. Chairman Wagner asked if reclassifying the identified segments as Residential Collectors increases the eligibility for funding. Transportation Planner Goodman answered the reclassification does make the roads more eligible for Federal grants.

Figure 2-4, Corridor Section Map: The Committee and staff discussed how the length of corridor sections and location of intersections affect Level of Service (LOS). Goodman explained, extending a corridor will change the LOS, however when staff was identifying corridor sections, they took into consideration the logical driving routes, causing some corridor sections to be shorter than others.

Member Singer suggested Ellingson Road may be considered a longer corridor. Mayor Lewis agreed.

Chairman Wagner suggested the model be reviewed prior to the next update to make the corridor sections as lengthy as possible.

Member Singer asked if the lengths of corridors number 19 and 22 are accurate. Director Dowdy stated number 22 should probably be shortened and 19 lengthened to SR 18. Goodman indicated staff will review the model to see how much additional work would need to be done to modify the corridor lengths at this point.

Figure 2-7, Intelligent Transportation Systems: Chairman Wagner asked why M Street is not currently included in the ITS all the way to 17<sup>th</sup> Street. Transportation Planner Goodman answered, with exception of the Auburn Way corridor, most of the existing corridors included in the ITS have had existing fiber and it did not take a lot of funds to bring them on line. The corridors without existing fiber are most likely considered future corridors because they are in need of funding. Director Dowdy discussed how the system is connected through the signal controllers. Assistant City Engineer Gaub stated future signals are also considered when planning for ITS.

Page 3-3, School Accessibility: Chairman Wagner recommended Auburn Riverside High School and the potential A Street/White River Bridge undercrossing be added to the section.

Page 3-6, Future Systems, Downtown: Chairman Wagner asked if the Downtown Circulation Plan, when completed, will be included in the Comprehensive Transportation Plan. Transportation Planner Goodman confirmed it can be included as an interim update and will not need to wait to be included in the five to seven year update.

Chairman Wagner asked that the Downtown Circulation Plan be reviewed by the Public Works Committee.

Page 3-16, Table 3-3, Future Trail and Bicycle Facility Projects: Member Singer pointed out that the Main Street Streetscape is still listed as a future project.

Figure 3-4, Future Bicycle Facilities and Multi-Use Trails: Member Singer suggested she meet with Transportation Planners Goodman and Hankins at a separate meeting to discuss the map.

Chairman Wagner discussed distinguishing the widths of the trails and bicycle lanes on the map. Goodman agreed a more detailed map should be developed to post online for trail and bicycle route users.

Mayor Lewis spoke about the use of bicycle routes by commuters and showing, on future maps, the commute routes from residential areas to the business districts and the transit station.

Member Singer highlighted some of the flaws on the map, such as on 316<sup>th</sup> Street where there is a ditch running along side the route and other routes that end abruptly without going to a specific location. Transportation Planner Goodman stated Member Singer had very valid concerns are recommended meeting within the week to further discuss the map.

Mayor Lewis discussed the importance of developing future accepted bicycle routes to connect North/South Auburn as well as cross Auburn East/West, especially for commuter bicycle traffic.

Page 4-9, Facilities: Chairman Wagner stated the section would benefit from more information on the parking problems occurring due to transit facilities.

Page 5-5, Objective: Concurrency: Chairman Wagner recommended the Growth Management Act (GMA) requirements be stated more liberally in the Concurrency section. Goodman answered questions asked by Member Singer regarding tracking of traffic mitigation agreements and traffic impact fees.

The Committee discussed the creation of a Street Utility and support that is needed from the State Legislature.

The Committee began discussion of the Technical Memo – Public Outreach Summary.

Page 11: Chairman Wagner spoke about the decline in Red-Light revenue affecting the traffic calming program.

Chairman Wagner asked that pages 16 and 17 be provided to him in color.  
The Plan will come back to the Committee for review at the November 16<sup>th</sup> meeting.

#### D. 2010 – 2015 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) – PROPOSED UPDATES

Transportation Planner/Grants Manager Hankins gave an overview of the draft update of the Transportation Improvement Program. Staff is still working on the cost updates for the Financial Summary and some of the projected project costs. Hankins pointed out the changes made to the previous matrix used verses the proposed summary document and asked for feedback.

Transportation Planner/Grants Manager Hankins reviewed the changes staff is proposing to be made to the Projects & Financing Plan Summary spreadsheet. Hankins stated the format used in previous versions of the TIP is cumbersome and is becoming less useful and more difficult to update due to the number of projects on the TIP. The new proposed summary is easier to read and is consistent with the format used in the Capital Facilities Plan; making is easier to update the data on an annual basis for both plans.

Hankins discussed how the projects are categorized.

Chairman Wagner pointed out the new Projects & Financing Plan Summary does not show the three-year financial constraint and assumes all grant funds are secured as the matrix spreadsheet did previously. Chairman Wagner also stated the revenue assumptions and debt service needs to be included in the new format. Chairman Wagner spoke about the importance of being able to review the projects simultaneously as they relate to each year of the TIP to make scheduling adjustments. Page 11 of the draft TIP was reviewed and does provide a total of the annual fund balance to address the financial constraint required in the TIP but some format modifications may be needed to make this information clearly understandable.

Chairman Wagner recommended projects of regional significance have a tabbed section.

Assistant City Engineer Gaub suggested creating a table to show total project value per project per year. The Committee and staff discussed additional format changes that can be made to incorporate the information requested by Chairman Wagner. Chairman Wagner supported staff's effort to update the spreadsheet.

Chairman Wagner recommended the traffic impact fee annual revenue and the revenue in the 103 fund be reduced. Gaub said that staff will review figures with the Finance Department.

Transportation Planner/Grants Manager Hankins will present the updated Projects & Financing Plan Summary at the next Public Works Committee Meeting.

#### E. CAPITAL PROJECT STATUS REPORT

The Committee reviewed the list of current and upcoming road closures.

Assistant City Engineer Gaub stated the work on 1<sup>st</sup> Street NW should be completed within a week, depending on the weather. Gaub answered questions asked by Chairman Wagner regarding utility work that was done under the street.

Assistant City Engineer Gaub said the closure on E Main Street will be for one day for utility work.

Item 11 – Project No. CP0767 – Mohawk Wetland Mitigation Improvements: Member Singer asked if a non-motorized trail is included in the project. Assistant City Engineer Gaub answered that the previous grant funded project had permitting issues because the trail was proposed to be crossing over wetlands and the funds for that trail project were returned to the Transportation Improvement Board.

Item 12 – Project No. CP0904 – 2009 Sidewalk Improvements: Assistant City Engineer Gaub reported the contractor verifications and references need to be completed and then the project will be brought to Committee and Council for permission to award the contract. Chairman Wagner asked that the Council be provided information regarding the locations of the project. Gaub said vicinity maps will be included with the award in the Council agenda packet for the November 2<sup>nd</sup> meeting.

Item 35 – Project No. CP0901 – 2009 Local Street Pavement Preservation: Chairman Wagner asked if there will be weather issues that may cause delay of project completion. Gaub responded there will be weather issues with 22<sup>nd</sup> Street NE. There were delays of the street overlay work already due to work being done by the Army Corps of Engineers and King County on the levees. With the work the City is planning to complete on the levee's it is likely that the overlay of 22<sup>nd</sup> Street will be delayed till the spring. However, the patching work has been completed.

#### AGENDA MODIFICATION

#### F. BRIEFING ON FLOODING

Mayor Lewis said a briefing on the flood was scheduled for the last Council Meeting however needed to be deferred to the current Council Meeting. Emergency Preparedness Manager Miller will present the City's flood preparation related efforts to date and Director Dowdy will speak about the work being done on the levees and other locations. Mayor Lewis discussed the Emergency Proclamation, the purchase of supplies, and the contracting process.

Mayor Lewis spoke about the portions of the levee that are privately owned and the Right-of-Entry and Construction Agreements that are being negotiated. Mayor Lewis described the flood resources and equipment, such as supersacks, hescos, and sandbag fills that are now becoming available and the measures that will be taken to enter property to place flood protection devices.

The Committee and Mayor Lewis discussed flood evacuation routes and the possible log jams that may occur at bridges. Member Singer asked about Council participating in an Emergency Drill. Mayor Lewis said at the next drill he will be asking Council to attend. There will also be a

Committee on Committee Meeting called where Mayor Lewis, Emergency Preparedness Miller, and Director Dowdy will discuss mayoral succession.

**V. ADJOURNMENT**

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:10 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

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Rich Wagner  
Chairman

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Jennifer Rigsby  
Public Works Department Secretary